

CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

SECTION A.		GENERAL	
1. NAME OF EMPLOYEE (Last-First-Middle)	2. DATE OF BIRTH	3. SERVICE DESIGNATION	4. GRADE
[REDACTED] 25X1A9a	29 March 1928	IR	GS 9
5. ORGANIZATIONAL TITLE	6. POSITION TITLE	7. OCCUPATIONAL CODE	8. OFFICE OF ASSIGNMENT
Chief, Cartographic Lab.	Cartographer	1370.01	OHR-1/GC

SECTION B.		CAREER INTERESTS	
9. GENERAL TYPE OF ACTIVITY			
Cartography			
10. SPECIFIC TYPE OF ACTIVITY (Including assignments)			
A. IMMEDIATE (Within next 1 to 2 years)			
<ol style="list-style-type: none"> 1. Conduct an effective program of Cartographic Research, Analysis and Reporting. 2. Serve as technical advisor on cartographic matters. 3. Develop and conduct Division technical training programs. 			
B. LONG-RANGE (Within next 3 to 5 years)			
Same as above with more responsibility and with greater competency to handle more complex problems.			

SECTION C.		TRAINING	
11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING			
A. IMMEDIATE (Within next 1 to 2 years)			
German workshop - reading Effective writing B-2			
B. LONG-RANGE (Within next 3 to 5 years)			
Program of study in the field of general research methodology.			

12. ADDITIONAL COMMENTS			
I RECOGNIZE THAT THE IMPLEMENTATION OF MY CAREER PREFERENCES MUST DEPEND UPON THE NEEDS OF THE ORGANIZATION. I UNDERSTAND THAT MY PERFORMANCE, CAPABILITIES AND INTERESTS WILL BE GIVEN DUE CONSIDERATION.		13. DATE COMPLETED	14. SIGNATURE OF EMPLOYEE
		3 March 1958	[REDACTED]

SECRET

(When Filled In)

SECTION D.

COMMENTS BY SUPERVISOR

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15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE

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For many years the Division has been trying to establish an effective cartographic research program. As Chief of the Cartographic Laboratory, it falls upon Mr. [REDACTED] to carry out the details of such a program. With proper self-discipline, attitude, and training, he can more fully attain the career interests for which he aspires, which are believed to be in his best interests as well as those of the Agency.

16. RELATIVE TO TRAINING FOR EMPLOYEE

25X1A9a

It is recommended that [REDACTED] take the two courses listed for the immediate future in order to more efficiently perform some of his duties. It would be also highly desirable if a course(s) of research methods and techniques could be set up in OTR to aid in fulfilling Division plans as stated in 15 above.

17. TYPED OR PRINTED NAME OF SUPERVISOR

25X1A9a

18. 25X1A9a

19. TITLE

Chief, Devel. & Constr. Br., D/GC/RR

20.

3 March 1958

SECTION E.

FOR USE OF CAREER SERVICE

21. COMMENTS

22. TYPED OR PRINTED NAME

23. SIGNATURE

24. TITLE

25. DATE

LEAVE BLANK

SECRET

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SUPERVISORY COMMENTS ON CAREER PREFERENCE OUTLINES

TO:

Chairman, ORR Career Service Board

SUBJECT: (Name)

25X1A9a

1ST INDORSEMENT

COMMENTS BY CHIEF (Division ~~25X1A9a~~)

25X1A9a

career preference as stated is considered to be both practical and in the best interests of the Division. His supervisor's comments are pertinent and have been discussed in detail on several occasions. It is hoped ORR may be able to comply with the suggestion made by the supervisor.

25X1A9a

4 March 1953

2ND INDORSEMENT

COMMENTS BY AREA CHIEF (When applicable)

- ☒ I CONCUR IN THE (Division) (Staff) CHIEF'S COMMENTS
- ☐ AS THE EMPLOYEE IS NOT PERSONALLY KNOWN TO ME, I ACCEPT COMMENTS OF (Division) (Staff) CHIEF
- ☐ OTHER (Specify)

DATE

SIGNATURE